

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, January 20, 2021
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT VIA Zoom: Joan Davis, Nancy Howard, Amy Kite, Justin O'Brien, Gary Ranum (Chair.), and Patrick Schroeder.

MEMBERS PRESENT VIA Zoom in office: Charles Stenner and Mary Ellen Tredinnick.

OTHERS PRESENT VIA Zoom: Jeff Lockhart, Jan Sudmeier, Cheryl Knapp, Nancy Schmitz and Susan Mahaney.

1. CALL TO ORDER/ROLL CALL: 6:00 p.m.; quorum present.
2. OPEN MEETINGS LAW CERTIFICATION: A notice was published in the Herald Independent, stating the date, time and place of the Unified Community Services Board meeting. Notice was also posted in four public locations, on Grant and Iowa Counties websites and sent to local radio stations. Notice given that meeting will be conducted via electronic videoconferencing. Verified by Nancy Schmitz.
3. AGENDA: Mike Tiber moved to approve the agenda. Motion seconded by Judy Friar and passed unanimously.
4. MINUTES: Joan Davis moved to approve the minutes of the December 16, 2020 meeting. Motion seconded by Justin O'Brien and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: Susan Mahaney, Unified Prevention Specialist overview of Narcan.
6. BILLS: Patrick Schroeder moved approval for payment of the bills for December 2020/January 2021 as reviewed. Motion seconded by Carol Beals and passed unanimously.
7. REPORTS:
 - a) Financial report for December, 2020 given by Jan Sudmeier.
 - b) Personnel report for December, 2020 given by Cheryl Knapp.
 - c) Chairman's report – None.
 - d) Jeff Lockhart presented the Agency Director's report and Programmatic report as follows:
 - i. Unified has an unassigned fund balance of 24%.
 - ii. Annual Performance Reviews for staff are being completed in first quarter of 2021.
 - iii. Children's Programs – Birth to 3 and Children's Waiver chart reviews will be completed by Metastar the week of March 22nd. Waitlist for services is now held by DHS.
 - iv. UCS now has 10 counselors trained in both Substance Abuse and mental health counseling.
 - v. Comprehensive Community Services (CCS) now has 2 ½ case managers on staff.
 - vi. Jeff Lockhart and Tom Slaney gave a joint presentation to the Iowa County Health and Human Services Board.
 - vii. UCS staff direct contact workers have receive first dose of vaccine. Waiting for 1b list to know who is next to be vaccinated.
 - viii. Programs report: Emergency Services is currently following 38 clients; 156 Substance abuse clients; 11 new intoxicated driver assessments; 11 clients in Comprehensive Community Services; 40 clients in the Community Support Program; 37 children in the Birth to 3

UNIFIED COMMUNITY SERVICES

Wednesday, January 20, 2021

Page 2

program and 126 children in the Children's Waiver. There were 8 new adult protective service referrals.

After discussing the time involved in gathering data for reports and efficiency for the agency the Board decided that there should just be one department report per month.

Charles Stenner moved to accept the reports and place them on file. Motion seconded by Mary Ellen Tredinnick and passed unanimously.

8. NEXT MEETING: February 17, 2021 at 6:00 p.m. via zoom.
9. ADJOURNMENT: Mike Tiber moved to adjourn at 7:10 p.m. Motion seconded by Mary Ellen Tredinnick and passed unanimously.

Nancy Schmitz, Recorder